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DDA 83-0054/27

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~~8 July 1983~~

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 8 July 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None pending.

2. Items/events of interest:

a. On 6 July the Office of Training and Education sponsored a roundtable for training officers responsible for executive development programs at the Department of State, National Security Agency (NSA), Defense Intelligence School, etc. The purpose of the session was to discuss our initiatives in executive training and to establish an informal network with these individuals.

25X1 b. The Career Trainee Development Program, consisting of [redacted] students, began on 5 July. This ten-week program, which precedes interim assignments for the Career Trainees, began with a survey of the Intelligence Community and the Agency's role therein.

25X1 [redacted]

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f. As a result of commitments made at the public meeting on 28 June regarding our construction project, letters have been sent to the McLean Citizens' Association and the National Park Service requesting representatives from these organizations to serve as an advisory committee to assist in developing an acceptable road design.

g. The second running of the Basic Polygraph Training Course, conducted by the Office of Security, concluded on 30 June with three graduates. We now have a total of seven graduates since this in-house training began in November 1982.

25X1 h. As a result of a briefcase/package inspection held at the
25X1 on 30 June, two incidents of possible unauthorized handling of classified information were discovered and are being investigated further for final adjudication.

3. Significant activities anticipated during the coming week:

a. The Deputy Director for Administration (DDA) will address the
25X1 Advanced Intelligence Seminar on 13 July.

b. The SAFE Quarterly Status Review meeting will be held at Headquarters on 15 July.

c. On 15 July the DDA will attend at NSA the annual presentation of the Team of the Year award for the outstanding SIGINT contribution to the Intelligence Community.

25X1

Harry E. Fitzwater

25X1 EO/DDA/ cn (8 July 83)

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